

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK

BRIAN BURKE,

Plaintiff,

07 Civ. 9983 (PKC) (DFE)

- against -

MEMORANDUM AND ORDER

This is not an ECF case

SOLOMON ACOSTA; and  
FASCORE/GREAT WEST [also known as  
GREAT WEST/FASCORE]; and  
MTA/NYC TRANSIT AUTHORITY,  
et al.,

Defendants.

DOUGLAS F. EATON, United States Magistrate Judge.

1. District Judge P. Kevin Castel has referred this case to me to conduct general pretrial supervision. This means that I will rule on pretrial scheduling and discovery, but any dispositive motions must be addressed to Judge Castel.

2. The initial complaint was filed on November 9, 2007. By Order dated November 16, 2007, Judge Castel warned plaintiff that he must complete all action needed for formal service of the summons and [amended] complaint upon each defendant within 120 days after the filing of the initial complaint, i.e. by March 17, 2008.

3. As soon as any defendant has been served, plaintiff must write to me within 14 days to tell me which defendant has been served.

4. As soon as plaintiff learns the name and address of any attorney who will represent any of the defendants, then plaintiff must call my Courtroom Deputy Helen Lewis at 212-805-6183 to schedule an Initial Case Management conference.

5. Plaintiff is required to give prompt written notice, to both the Pro Se Office and my chambers, about any change of address. Failure to do so may result in a dismissal of the lawsuit.

6. The address of the Pro Se Office is Room 230, United States Courthouse, 500 Pearl Street, New York, NY 10007. That Office can provide assistance in connection with the Court's procedures, but it cannot give legal advice.

*Douglas F. Eaton*  
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DOUGLAS F. EATON  
United States Magistrate Judge  
500 Pearl Street, Room 1360  
New York, New York 10007  
Telephone: (212) 805-6175  
Fax: (212) 805-6181

Dated: New York, New York  
December 4, 2007

Copies of this Memorandum and Order are being mailed to:

Brian Burke  
145 East 23<sup>rd</sup> Street  
New York, NY 10010

Pro Se Office  
U.S. District Courthouse  
500 Pearl Street, Room 230  
New York, NY 10007

Hon. P. Kevin Castel